



Arlington Contributory Retirement Board

Date: April 28, 2022

Time: 4:30 p.m.

Location: Conducted by remote participation.

Minutes

Chairperson Kenneth Hughes called the Special Meeting to vote on a Cost-of-Living Adjustment of 3% for qualified retirees to order at 4:30 and read the required introduction per the Governors Order for remote participation.

Board Members present: Chairperson Kenneth Hughes I, Richard Keshian I, Ida Cody I, Robert Jefferson I, and Fred Fantini

After review and discussion, Mr. Jefferson made a motion to approve the 3% Cost of Living Adjustment effective July 1, 2022, for qualified retirees and survivors, seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

Adjourn

Mr. Jefferson made a motion at 4:35 PM to adjourn the special meeting seconded, by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini and Chairman Hughes I.

Chairperson Kenneth Hughes called the Meeting to order at 4:40 and read the required introduction per the Governors Order for remote participation.

Board Members present: Chairperson Kenneth Hughes I, Richard Keshian I, Ida Cody I, Robert Jefferson I, and Fred Fantini

Motion and vote to approve Expense Warrants 4,4C, 4R, 4T and the April 2022 Payroll Warrant

After review and discussion, Ms. Cody made a motion to approve the Expense Warrant # 4 and 4C, 4R, 4T and April 2022 Payroll Warrant for payment, seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody I, Mr. Fantini, Mr. Keshian and Chairman Hughes I.

January 2022 Trial Balance

After review and discussion, Ms. Cody made a motion to approve the January 2022 Trial Balance by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

Motion and vote to approve Minutes for March 31, 2022

After review and discussion, Mr. Keshian made a motion to approve the March 31, 2022, Minutes by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

Motion to approve new Town members.

After review and discussion Mr. Keshian made a motion to approve the new town members, seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Justin Brown	04-03-22	9+2%	Firefighter
Yingyi Huang	04-19-22	9+2%	Asst. Collector R.E.
Daniel Jefferson	04-03-22	9+2%	Firefighter
Stephen Leveroni	04-03-22	9+2%	Firefighter
Kamm Meehan	03-21-22	9+2%	Building Inspector
Kerry O'Brien	04-11-22	9+2%	Insp. Record Attendant
Matthew Shea	04-03-22	9+2%	Firefighter

Motion to approve new School members.

After review and discussion Mr. Keshian made a motion to approve the new school members, seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Potoula Angeakis	03-24-22	9+2%	Teachers Assistant
Kerson Belizaire	04-25-22	9+2%	School Webmaster
Judith Dahn	04-01-22	9+2%	Teachers Assistant
Brendan Moloney	04-19-22	9+2%	Custodian
Guido Rocchi	02-28-22	9+2%	Teachers Assistant

Motion to approve the retirement application for Elizabeth O'Neil

After review and discussion Ms. Cody made a motion to approve the Elizabeth O'Neil's retirement application, seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, Mr. Keshian, Mr. Fantini, and Chairman Hughes I.

Name	Creditable Service	Department/ Position	Retirement Option	Retirement Date
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Elizabeth O'Neil	10 years 9 months	School/ Teachers Assistant	C	6-25-2022
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Acknowledgement of retirees and survivors who have passed since the last Board Meeting, Anna DeForte, William Doherty, Dana Whittie, Cesar Torres

The Chairman asked to have a moment of silence for the deceased member.

Deceased	Date of Death	Department/ Position	Retirement Date	Status
Anna DeForte	3-27-2022	School/ Cafeteria	10-07-2017	Retire
William Doherty	4-1-2022	School/ Custodian	06-02-2002	Retire
Dana Whittie	4-11-2022	BOH/ Receptionist	N/A	Employee
Cesar Torres	4-23-2022	DPW/ Motor Equipment Operator	10-01-1992	Retire

Motion and vote of a refund of accumulated deductions for Mr. Ryan Doneghey in the amount of \$1,075.71. Mr. Doneghey had 4 months of creditable service working for the School Department as a Teacher's Assistant.

After review and discussion Mr. Keshian made a motion to approve the refund for Mr. Doneghey seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Motion and vote of a refund of accumulated deductions for Mr. John Eldredge in the amount of \$2,904.70. Mr. Eldredge had 1 years 4 months of creditable service working for the School Department as a Teacher's Assistant.

After review and discussion Mr. Jefferson made a motion to approve the refund Mr. Eldredge seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Motion and vote of a refund of accumulated deductions for Ms. Jacqueline Francois in the amount of \$1,023.94. Ms. Francois had 6 months of creditable service working for the School Department as a Teacher's Assistant.

After review and discussion Ms. Cody made a motion to approve the refund for Ms. Francois seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Motion and vote of a rollover of accumulated deductions for Ms. Ilana Mainelli in the amount of \$ 758.19. Ms. Mainelli had 3 months of creditable service working for the School Department as a Teacher's Assistant

After review and discussion Mr. Fantini made a motion to approve the refund of funds for Ms. Mainelli seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Motion and vote of a rollover of accumulated deductions for Mr. Steven Pugliese in the amount of \$ 10,729.80. Mr. Pugliese had 5 years and 9 months of creditable service working for the School Department as a Teacher's Assistant

After review and discussion Mr. Jefferson made a motion to approve the refund for Mr. Pugliese seconded by Mr. Fantini. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Motion and vote of a rollover of accumulated deductions for Ms. Amber Wilkerson in the amount of \$ 5,932.19. Ms. Wilkerson had 1 year and 1 months of creditable service working for the School Department as a Teacher's Assistant

After review and discussion Ms. Cody made a motion to approve the rollover of funds for Ms. Wilkerson seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Follow Up Discussion

Job Descriptions

After review and discussion Mr. Jefferson made a motion to approve the Job Descriptions and have on file for any future needs seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Meketa vs PRIM

After discussion, the Board instructed Mr. Greco to get the return number for January 1, 2022 to April 30, 2022, for the next meeting from PRIM and Meketa for comparison and to help the Board decide on whether to move the OPEB fund or not. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

New Business

June 2022 Board Meeting

After discussion Mr. Jefferson made a motion to have the June 2022 Meeting on June 23, 2022, seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Administrator's Contract

Vice Chairman Jefferson reminded the Board that part the review of the retirement staff's job was that the Board was to consider an employment contract for the Administrator. Mr.

Fantani made a motion to have the Administrator before the December 2022 Meeting present the Board with a contract for the Board to review and consider having in place by for the calendar year budget of 2023, seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantini I, and Chairman Hughes I.

Adjourn

Mr. Jefferson made a motion at 6:05 PM to adjourn the special meeting seconded, by Mr. Keshian The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I, Mr. Fantani and Chairman Hughes I.